

**CITY OF DELAWARE
PARKS AND RECREATION ADVISORY BOARD
CITY COUNCIL CHAMBERS
CITY HALL
1 SOUTH SANDUSKY STREET
7:00 P.M.**

AGENDA

November 21, 2017

1. ROLL CALL
2. WELCOME New Member – Gary Hayward, At-Large
3. APPROVAL of Motion Summary for the meeting held October 17, 2017 as recorded and transcribed.
4. PUBLIC COMMENTS
5. UPDATE of YMCA Recreation Services, Programs and Events
6. DISCUSSION of Upcoming Volunteer Activities
 - A. Calls From the North Pole – December 10, 2017
 - B. Daddy-Daughter Dance – January 12, 2018
 - C. First Friday Events
7. UPDATE of Parks Activities
8. DISCUSSION of Smoking Restrictions at Mingo Park – Abby Trimble, Delaware General Health District
9. DISCUSSION of Tree Dedication Policy
10. DISCUSSION of Pickleball Courts Quotes
11. STAFF COMMENTS
12. MEMBERS COMMENTS
13. ADJOURNMENT

PARKS AND RECREATION ADVISORY BOARD
MOTION SUMMARY
October 17, 2017

ITEM 1. Roll Call

Chairwoman Lash called the meeting to order at 7:05 p.m.

Members Present: Caitlyn Ashley, Joshua Bricker, Cassie Cunningham, Bob Dalton, Michael Rush, Councilmember Jim Browning, Robert Ruh, Corie Thompson, Angela MacWhinney, Vice-Chairwoman Dianna Hibinger, and Chairwoman Allyson Lash

City Staff Present: Ted Miller, Parks and Natural Resource Director and Linda Mathews, Customer Service Liaison

YMCA Staff Present: Jeremy Byers, Associate Executive Director

ITEM 2. APPROVAL of the Motion Summary for the meeting held August 15, 2017 as recorded and transcribed.

Motion: Mr. Dalton moved to approve the Motion Summary for the meeting held August 15, 2017 as recorded and transcribed, seconded by Vice-Chairwoman Hibinger. Motion approved by a 11-0 vote.

ITEM 3. PUBLIC COMMENTS

A. Pickleball Courts Proposal – Dawn Brown

PRESENTOR:

Dawn Brown
143 Diverston Way
Delaware, Ohio

Ms. Brown provided to the Board a proposal for additional pickleball courts and resurfacing at the Blue Limestone courts. Ms. Brown discussed the opportunities to host tournaments. Vice-Chairwoman Hibinger discussed potential grants available for blended lines. Mr. Miller discussed the need to get cost estimates and to determine how to schedule the use of multi-use courts.

PUBLIC COMMENT:

Phyllis Messer
315 Morgan Court
Delaware, Ohio 43015

Ms. Messer voiced concerns that the YMCA does not have marked pickleball courts in the gymnasium and that it is difficult to play inside. Ms. Messer also

stated that nets furnished by the YMCA have been damaged due to kids climbing on them and that additional nets are needed. Ms. Messer requested a reason from the YMCA on why lines can't be marked.

ITEM 4. UPDATE of YMCA Recreation Services, Programs and Events

Mr. Byers discussed the need for volunteers to participate in the Halloween Party/Pumpkin Run.

ITEM 5. UPDATE of Parks Activities

Mr. Miller discussed improvements to Glenross Park and Boardman Park. Mr. Miller provided an update on working with a consultant regarding the Oak Grove Cemetery Master Plan.

ITEM 6. UPDATE of Smith Park Tree Swallows

PRESENTOR:

Richard M. Tuttle
311 W. Central Avenue
Delaware, Ohio 43015

Mr. Tuttle discussed the nest boxes that were designed for bluebirds and Tree Swallows and the benefits to the environment as the birds feed on small flying insects.

ITEM 7. DISCUSSION of Displays at Veteran Memorial

Mr. Miller reviewed with the Board the Floral/Grounds Policy. Mr. Miller discussed efforts to incorporate into the proposed policy, rules and regulations that are followed at national monuments.

Motion: Mr. Ruh moved to adopt the Floral/Grounds Policy, seconded by Vice-Chairwoman Hibinger. Motion approved by 10-0-1 (Browning) vote.

ITEM 8. DISCUSSION of Tree Dedication Policy

Mr. Miller discussed the current practice to dedicate a tree and place a plaque on the tree. Mr. Miller provided information on the option to have a Tree of Life Park to keep better track of what trees are dedicated and to who. Mr. Miller plans to present the information to the Shade Tree Commission for input.

ITEM 9. DISCUSSION of Dog Park Seasonal Closure

Mr. Miller reviewed the plans to have a seasonal closure of the Dog Park from February 15 through April 15. The Board voiced no opposition to the seasonal

closure plan.

ITEM 10. STAFF COMMENTS

Mr. Miller provided an update on the participation from the July 2017 Iron Man race.

ITEM 11. MEMBERS COMMENTS

Ms. Cunningham informed the Board that Ohio Wesleyan University is starting a rowing team and will be looking for a location to house the boats and practice.

ITEM 12. ADJOURNMENT

Motion: Mr. Bricker moved to adjourn the Parks and Recreation meeting, seconded by Vice-Chairwoman Hibinger. The meeting adjourned at 8:20 p.m.

Allyson Lash, Chairwoman

Elaine McCloskey, Clerk



YMCA/Recreation Services

Recreation programs listed below are now coordinated through the YMCA

Updated 11/7/17

Youth Programs/Classes

- A.** Registration is currently open for the 3rd-6th Grade Rec Basketball League. Early registration goes until November 26th. The season will begin on January, 6th 2018.
- B.** Fall Soccer season ended on October 28th. We had 239 total participants.
- C.** Fall Flag Football season ended on October 29th. We had 89 total participants.
- D.** Baseball/Softball registration will open on January 2nd, 2018.
- E.** We will be removing Pony baseball from our program and adding a Little League Plus division. Tentatively the Little League Plus division will be for children ages 12-13 years old. More details to come.

Adult Sports Programs

- A.** Open volleyball (Monday evenings) and basketball (Monday and Wednesday late nights, and Saturday mornings) remains very popular during these winter months. New participants join each week..
- B.** Pickleball - Two additional nets were purchased for the YMCA Pickleball Program.

Special Events

- A.** Daddy Daughter Dance will be held at OWU Student Center on Friday, Jan. 12th from 6:30-8:30PM. Registration is going on now.
- B.** Mother-Son Super Hero Party will be March 8, 201- from 6:30-8:30pm at Mingo Park. City of Delaware residents had priority registration. Volunteers are needed.
- C.** Calls from the North Pole is December 7th. Volunteer callers needed. Form available online and at the YMCA now.
- D.** Mingo Halloween Party was Saturday, October 28 from 4-7PM. Combined with the Pumpkin Run. The City Fire Department and Police Department and Citizens Police all participated. Numbers were down this year due to cold and Penn State Football game. A majority of the event was moved inside the gym.

- A. Issues/Concerns**
- B. Shelters/Reservations**
- C. Staff**



Calls from the North Pole

Thursday December 7th

5:00-7:00pm

To receive a call from the North Pole, please fill out the request form at the bottom and return to:

Delaware YMCA
1121 S. Houk Rd
Delaware, OH 43015
Email: rhanafin@ymcacolumbus.org

Deadline is December 5th. Delaware County Residents Only.

Call 740-203-3051 or email rhanafin@ymcacolumbus.org for more information.

(One form per child, please)

Child's Name: _____ Age: _____ DOB: _____

Parent/Guardian's Name: _____

Email: _____ Phone #: (____) _____

Please Circle: Boy Girl Child's School: _____

Siblings Name & Ages: _____

Teacher _____ Grade: _____

Best Friend(s) Name: _____

Pet(s): _____

Praises for Child: _____

Did Child Send Letter: YES NO Attach copy if available

Toy Requests: _____

Any Special Requests: _____



DADDY-DAUGHTER DANCE - JANUARY 12

Delaware YMCA (/delaware) / News (/delaware/news) / Daddy-Daughter Dance - January 12

Posted on: October 19 2017



Ages 4-17. Join us Friday, January 12, 6:30-8:30 p.m. at the OWU Student Center

An Ice Cream Bar will be available at 6:30 p.m., followed by games and dancing. A professional digital photo is included in price. Formal dress is encouraged. Registration is going on now! The event may sell out. Register at the Y's Welcome Center or online (<http://ymcacolumbus.org/hub>).

Cost: \$25/couple, \$10 for each additional daughter.

Contact

Roger Hanafin
rhanafin@ymcacolumbus.org (<mailto:rhanafin@ymcacolumbus.org>)
7402033051

Register Online

<https://www.trinexum.com/HUB/MetropolitanOH/Program/Register?classId=28971>
(<https://www.trinexum.com/HUB/MetropolitanOH/Program/Register?classId=28971>)

Facebook

(<https://www.facebook.com/ymcacol>)

Twitter

(<https://twitter.com/Ycbus>)



About Us

(<http://ymcacolumbus.org/about>)

News (<http://ymcacolumbus.org/news-media>)

Careers

(<http://ymcacolumbus.org/employmen>)

Main Street Presents Home for the Holidays

Friday, December 1

First Friday

6-9 p.m.

- tree lighting
- Santa
- Coca-Cola Christmas Truck
- carolers
- carriage rides and more



Saturday, December 2

Dash for Dasher

11 a.m.-1 p.m.

Oh, no! Santa has lost Dasher. Explore downtown following Santa's clues to find him and have fun along the way. Voluntary donation, box of cereal or monetary*

Santa House

1-3 p.m.



Holiday Open House

All day

Shop at our downtown stores with holiday specials.

Sunday, December 3

Christmas Parade

Delaware: Your Home for the Holidays

3 p.m. step-off from Mingo Park



Carriage Rides
continue Fridays 6-8 p.m.
through Christmas.

Santa House
continues Fridays 6-8 p.m.
& Saturdays 1-3 p.m.
through Christmas

*Monetary donations support Main Street Delaware, Inc., a nonprofit 501(c)(3) organization

Parks Monthly Report

October 2017

Parks

- Responded to 5 Customer Service Request
- Daily trash pickup in all parks-262 hours
- ROW Trash-11.5 hours
- Landscaping beds-149.5 hours
- General Park Maintenance-152 hours
- Holiday Displays & Special Events-63 hours
- Park & ROW Mowing-474 hours
- Downtown Watering-44 hours

Forestry

- Responded to 10 Customer Service Request
- Reviewed plans
- General Tree maintenance-306 hours

Oak Grove Cemetery

- Performed 8 Interments
- Funeral Prep-51 hours
- Tree Maintenance-17 hours
- Landscaping-18 hours
- Foundations-14 hours
- Mowing-171 hours
- Weed-Eating-50.5 hours

Hidden Valley Golf Course

- Course Open 293.5 hours as weather permitted
- Sold 0 Memberships with 570 rounds played (Memberships are 50% off beginning in July)
- General Rounds Played-706

Donations Made:

2 Certificates for A 9 Hole Round of Golf with Riding Cart-Diamonds Softball Fund Raiser



City of Delaware Parks & Natural Resources Commemorative Program Request Form

Planting a tree or dedicating a bench in a City park or other City-owned land is a wonderful way to honor a loved one or to recognize important occasions such as anniversaries, weddings, birth and retirements.

By giving a donation for installation of a tree or bench, you are contributing to the City of Delaware Parks & Natural Resources Commemorative Program Fund, a 501(c)3 organization. **(This would need to be set up)**

Tree Donation

- Park health and user needs take priority in the placement and tree species selection. Other sites may be considered at donor request.
- Tree selection and planting locations are chosen based on species, topography, soil conditions, light exposure, mature plant size and appropriateness for placement in a City park.
- Cost of the tree programs is \$250. This includes the tree and continued maintenance of the tree (fertilizing, mulching, pruning, etc.).

- After the tree is planted, the contact person will receive a certificate and map of the planting location of each tree.
- Mingo Park will maintain a commemorative plaque which lists all of the commemorative trees planted within the various parks.
- Donations for trees may be taken any time of the year; however, they will only be planted during the fall and spring planting season.
- Plaques are not placed with the trees at the park.
- Commemorative tree installations are guaranteed for two years from the original planting date. Commemorative trees will remain in place for the duration of the tree's lifespan. At the end of this period, the City may, at its own discretion, replace or remove the tree.
- Occasionally, commemorative trees must be removed or moved due to construction or other unforeseen circumstances. The City will consider moving smaller trees, but may not be able to do so in all cases. When contact information is available, the City will contact the donor to discuss options and provide notification. The City does not guarantee that a commemorative tree can be moved or will be replaced.

Bench Donation

- City staff will maintain a list or map of park sites in need of benches.
- Memorial benches will be of a style and design consistent with the park design. Individual or personalized designs will not be considered.

- Bench placement and bench design selection are done with park and users need as a priority. Other sites may be considered at donor request.
- One bronze cast plaque may be placed on each bench. Maximum size of a plaque is 8" x 2". Each plaque will accommodate 3 lines of text with 18 characters maximum per line (including spaces). **(This will need to be verified with local vendor.)**
- Cost of the Bench program is \$2,000 per bench including a commemorative plaque, materials and a concrete base. Benches are reinforced steel covered with a powder coating.
- A donation period will last 20 years. Within this time the City will replace the bench in the event of damage at no cost to the donor. After 20 years, the bench will be available for renewal for the cost of a new donation, with the first right of refusal given to the original donor. If the original donor opts not to renew, the donated bench and plaque may be removed or rededicated at any time.
- Benches are installed June-October. Donations for benches must be received by March for next season placement.

Donation Form

Commemorative Program

\$ _____

Name: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Email address: _____

Person or event being honored:

Where would you like the certificate mailed?

Same address as above

Name: _____

Address: _____

City/State/Zip: _____

Donations of **\$250** covers the purchase and installation of a memorial tree. Plaques are not placed with the trees at the park.

Donations of \$2,000 covers the purchase and installation of a commemorative bench. On plaque may be placed on each bench. Maximum size of a plaque is 8" x 2". Each sign will accommodate 3 lines of text with 18 characters maximum per line (including spaces). Please include the desired text on a separate piece of paper.

Donation Amount Enclosed:



MEMORANDUM

TO: Ted Miller
FROM: Stacy Davenport
DATE: 11/15/2017
RE: Smith Park Pickle Ball Courts

At last month's Parks and Recreation Advisory Board meeting, the Board was presented with a proposal from Delaware resident Dawn Brown to add additional Pickle ball courts, due to heavy demand. The proposal consisted of (4) four options, option (3) three was to add (6) six courts, lights and wind nets to the existing Smith Park Tennis Courts. This is the most feasible option, as Mingo is already heavily used for tennis and Blue Limestone has very little room for expansion.

The cost below is what it would take to make Smith Park a reality,

- Wind Screen- \$1,475.00
- Paint Lines- \$2,100.00
- Additional Fence Post- \$5,840.00
- Lighting- Awaiting cost from contractor

Total cost not including lights \$9,415.00

The additional fence posts are added to help withstand the wind's impact on the existing fence when the wind screens are installed. Update on lighting cost with be provided when received from contractor.

